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Executive Registry
10-1260

MEMORANDUM FOR: Director of Central Intelligence

SUBJECT: Policy Regarding Award of the Certificate of Merit to Persons Above the Grade of GS-10

1. This memorandum contains a recommendation for the Director's approval. Such recommendation is contained in paragraph 4.

2. The Honor Awards Board on 6 December 1957 recommended to the CIA Career Council that the grade level for the award of the Certificate of Merit be raised to include persons in grades GS-11 through GS-14. The original policy recommended by the Council and approved by the Deputy Director of Central Intelligence on 31 March 1956 restricted the Certificate of Merit, which is accompanied by a cash emolument of $100 to those persons in grades GS-10 and below.

3. The Career Council at its meeting on 23 January 1958 approved the recommendation of the Honor Awards Board subject to your approval. The proposed policy of awarding the Certificate of Merit only to employees in grades GS-14 and below would then conform to Agency policy for granting Suggestion Awards.

4. RECOMMENDATION:

The CIA Career Council recommends

a. That only the Director of Central Intelligence [can] will consider and approve the granting of a cash award to personnel in grades GS-15 and above. (change per DPCI)

b. That the Honor Awards Board be directed to consider the awarding of the Certificate of Merit only to persons in grades GS-14 and below.

Gordon M. Stewart

Gordon M. Stewart
Chairman
CIA Career Council

The recommendation in paragraph 4 is approved.

Dep. Director of Central Intelligence

Date

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Originator: [redacted]
Deputy Director of Personnel for Planning and Development

Date: 10 February 1958

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